Commonwealth of Virginia
Department of Professional and Occupational Regulation
Post Office Box 11066
Richmond, Virginia 23230-1066
(804) 367-0115
www.dpor.virginia.gov



Fair Housing Board FAIR HOUSING COURSE APPROVAL APPLICATION No Fee Required

Once approved, a course may not be substantially altered. A substantial alteration is any change that would modify the content or time allocations stated in the course outline or change any of the stated course topics. If a course is altered, the revised/new course must be submitted for approval by the Board. Applicants are required to notify the Board concerning any changes in administrative information.

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1.	Name of Course Sponsor	
2.	Federal Employer Identification Number	
3.	Street Address (PO Box not accepted)	
	City, State, Zip Code	
4.	Mailing Address (PO Box accepted)	
	City, State, Zip Code	
5.	Telephone & Facsimile Numbers	() - () - Telephone Facsimile
6.	Type of Institution Proprietary School Real Estate Professional Association Other	·
7.	Individual responsible for course administration	
A.	Presentation	
		dence and other distance learning courses (non-classroom) must include e testing procedures to verify completion of the course.
B.	Method of monitoring attendance	
C.	Method of maintaining records	
D.	Proposed education hours: Fair Housing	 Must be a minimum of 2 hours and include an update on current cases and administrative decisions under Fair Housing Laws.
8. I, the undersigned, certify that the foregoing statements and answers are true, and I have information that might affect the Board's decision to approve this application.		
	Sponsor Signature	Date
APP	LICATIONS AND SIGNATURES MUST	BE ORIGINAL. FAXES AND COPIES WILL NOT BE ACCEPTED.
	isement #7): 1. A course syllabus listing the main poi 2. Name, address and qualifications of ir 3. A comprehensive outline. 4. A summary of how the course will be	
	 A copy of the certificate of completion A copy of proposed advertisement for 	ributed or used in presentation such as handouts, pamphlets and overheads the course (if available). Ition if you are not a Virginia Real Estate Board or Fair Housing Board
OFFICE	APPROVAL NO. FAIR HOUSING HOURS DATE	

0233CRS (08/10/07) Fair Housing Board/CRS APP